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NO. 13/55

SUMMARY OF PROCEEDINGS

CLANDESTINE SERVICES TRAINING OFFICERS MEETING

14 April 1955

1. Chairman, Clandestine Services Training Committee (C/CSTC), announced that:

a. The consolidated report on DD/P long-term requirements for all operations courses is nearing completion and will be forwarded to the Office of Training (OTR) at an early date.

b. DD/P is requesting DD/S to schedule all returnees in the CIA Review as a routine action by Central Processing Division upon their arrival at headquarters. It was agreed that attendance at the three-hour CIA Review was not considered a substitute for [redacted] When this procedure becomes effective DD/P staffs and divisions will be notified of this action.

2. OTR announced that arrangements had been completed with [redacted] to offer a 20-hour course in basic expository writing. The course is to be offered in 10 two-hour sessions on Friday mornings to begin as soon as OTR can find 15 enrollees. C/CSTC agreed as a matter of priority to develop requirements for the course and advise Chief, Basic School. Starting date for the course will be announced later.

3. *Because* Due to inadequate enrollments, April presentations of Administrative Refresher and [redacted] will be cancelled.

4. OTR announced that unless a suitable replacement for [redacted]

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